

**Minutes**  
**Town of Lake Park, Florida**  
**Town Commission Budget Workshop**  
**September 10, 2003 8:25 p.m.**  
**Town Commission Chambers, 535 Park Avenue**

The Town Commission met for the purpose of a continuation of the Budget Workshop from the July 28, 2003 Budget Workshop, on Wednesday, September 10, 2003 at 8:25 p.m. Present were Mayor Paul Castro, Vice-Mayor G. Chuck Balius, Commissioners Longtin and Otterson, Town Manager Doug Drymon, and Town Clerk Carol Simpkins.

Mayor Castro called the Meeting to order at 8:25 p.m.  
Recording Secretary Vivian Otero performed the Roll Call.

**ADDITIONS/DELETIONS**

The Town Commission and Town Manager Drymon amended the Budget Workshop Agenda to reflect the following order.

1. Insurance Analysis and Recommendation
2. Community Development Department
3. Library Presentation
4. Northlake Boulevard Task Force

**MOTION:** A motion was made by Commissioner Longtin to approve the September 10, 2003 Budget Workshop Agenda as amended; Vice Mayor Balius gave a second.

Vote on Motion:

Commission Member	Yes	No	Other
Commissioner Garretson			Absent
Commissioner Otterson	X		
Commissioner Longtin	X		
Vice-Mayor Balius	X		
Mayor Castro	X		

Motion passed 4-0.

## **DISCUSSION AND POSSIBLE ACTION**

*Chris Gehring, Gehring Group*, provided a brief overview of the Insurance Analysis and Recommendation presentation. He informed the Commission that with the raise in rates that many entities are changing plan benefits to keep the premiums down. He stated that after the bidding process, Blue Cross, Blue Shield were the most beneficial for the Town's employees. He stated that although the employee co-pays will be higher, however to offset the increase; implement an employee reimbursement plan and/or the flex spending account. Mr. Gehring recommended that the Town will benefit most by selecting Plan 15. (see exhibit "A")

The pleasure of the Town Commission stated that they will not be prepared to take action on this item until the September 17, 2003 meeting. They thanked Mr. Gehring for his presentation and welcomed him to come back.

### **Community Development Department**

Town Manager Doug Drymon provided a presentation to the Commission based on 4 perspectives that the Town had available in regards to the plans for the Community Development Department and the Calvin, Giordano & Associates proposal (see exhibit "B"). He recommended that option #4 would have the immediate results and make the greatest impact in improving the Community Development operations of the Town.

Town Manager Drymon stated that option #4 exceeds the \$500,000.00 cap that the Town has placed into the budget, and option #3 would be his recommendation if the Commission did not want to go with option #4.

Vice Mayor Balius questioned if the current staff will remain employed within the Community Development department. It was explained that if the Town decides to choose option #4, keeping the current employees would not be an option due to the proposed Planning and Zoning personnel.

The Mayor stated that during his time serving on the Commission, the Town had employed four (4) different Community Development Directors, none of which were successful in making the department function properly. He does not feel that there should be a raise in the salary range.

After an in depth discussion, the Commission opened the floor to Mr. John P. Downes, Executive Vice President of Calvin, Giordano & Associates. Mr. Downes, stated that if we chose to accept the proposal, any information that's generated on behalf of the Town will remain property of the Town in the event that the Town does not renew the contract with Calvin, Giordano & Associates.

Mr. Downes stated that they will implement a paperless system to better manage the paper work. He stated that if additional staffing is required based on the workload, then they will provide it with the cost recovery providing the funding. He stated that twenty

hours for the Community Development Director should be sufficient for overseeing the department. If it is determined that the Director is not able to provide the required service in the allotted time, additional hours can be added.

The Commission will not take action until the next Regular Commission Meeting on September 17, 2003.

### **Library Presentation**

Library Director Jane Terwillegar provided a Power Point presentation to the Town Commission pertaining to Library Services. (see exhibit "B")

Ms. Terwillegar stated that the Library has been fully functioning now for three (3) years. She introduced the new library website, [www.lakepark-fl.gov](http://www.lakepark-fl.gov). She stated that with the new website allow patrons can view the Town's calendar of events, search online catalogs, reserve books, research newspapers and journal articles as well as access their Lake Park accounts.

She concluded that after this fiscal year, she would like to return before the Commission to provide an update on the growth and progress of the new library services.

### **Northlake Boulevard Task Force**

The Commission stated that they do not know what direction this project is going. Mayor Castro stated that he has served as a representative on the Northlake Boulevard Task Force; he stated that it has been five (5) years and he still has not seen a product. Mayor Castro further discussed that he doesn't feel that the Town is getting the support that is needed from the County. He stated that the overall concept is great, but it can also be abused. He concluded that the project appears to be more of a beautification project as opposed to increasing the Towns' tax base.

Public Works Director Paul Carlisle stated that the plans are completed and the funds are available for the project to move forward with Phase I construction. He stated that the \$10,000.00 is required for Phase II for grant writing and administration of the contract. The Commission stated that they have not received any updates or information pertaining to the project since February 2003. Mr. Carlisle informed the Commission that information was provided by way of the Town Manager, in which Town Manager Drymon stated that he did not have time to review the information.

Commissioner Longtin requested a nine (9) year financial statement for the project. The Commission gave consensus for the Town to wait three (3) months, and then re-evaluate the progress project.

**ADJOURNMENT:**

There being no further business to come before the Commission, after a motion to adjourn by Vice Mayor Balius, seconded by Commissioner Otterson, by unanimous vote, the meeting adjourned at 9:55 p.m.

  
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Mayor Paul Castro

  
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Town Clerk, Carol Simpkins, CMC

Approved on this 1<sup>st</sup> day of October, 2003.